



**NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
JOINT FORCE HEADQUARTERS
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ARMY BULLETIN NO. 4

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2004 EXCELLENCE IN DIVERSITY AWARDS (J1-ARMY)

1. **REFERENCE:** National Guard Regulation 672-1; Trophies and Awards Program for the Army National Guard (ARNG).

2. **PURPOSE:** The awards are presented to outstanding individuals and units for significant contributions to Human Relations Diversity Goals. The award plays an important role in the work to combat structural barriers that prevent acceptance of diversity in the workplace. Awards will be presented to one individual and one unit, Battalion or larger, in the New Jersey Army National Guard (NJARNG) in recognition of superior performance and significant contributions within the diversity arena.

3. **ELIGIBILITY:** Nominations are open to all Army and civilian personnel assigned to the NJARNG; whether AGR, M-Day, or Technicians.

4. **SUBMISSION OF NAMES, UNIT:** Deadline for submission to the J-1 Army is 1 April 2005.

5. CRITERIA:

a. Individual Award:

Professional accomplishment and achievement beyond the standard duties and requirements of the position. Demonstration within the diversity arena of imaginative and unusually high-impact initiatives, exceptional resourcefulness, and notable achievement. This achievement must be accomplished or executed in one or more of the following:

- (1) Contributions to the National Guard, state and local community.
- (2) Efforts to develop cultural awareness and support for diversity efforts in developing positive and productive relations with the public, government and non-government organization(s) on diversity issues.
- (3) Noteworthy inspiration to others through mentoring, modeling and dedication.
- (4) Recognition of excellence as evidenced by other awards and recognition received for diversity accomplishments during the past fiscal year.

b. Unit Award:

Recognizes a unit that has made significant contribution to Diversity Readiness with appropriate resources for the accomplishment of the job; implementation of diversity initiatives that impact on the readiness of the unit, and on-board trained diversity facilitators. Achievement can be demonstrated by:

- (1) Contributions to the National Guard, state and local community.
- (2) Documenting growth in diversity and under-represented groups as well as retention strength from the prior year to present spanning a full year (365 days).
- (3) The ability to document utilization of an effective mentoring program.

6. **NOMINATING PROCEDURES:** Each nomination package must include a written statement (narrative) that contains no more than four pages containing justification for the nomination. Documented evidence should be as detailed and specific as possible, in finished form (i.e. typewritten or equivalent), and not to exceed 12 pitch print. Nomination submission will be in an original and two copies.

7. **DETERMINATION AND NOTIFICATION:** Nomination packages will be reviewed/screened by the ADC awards committee, which in turn will forward recommendations to the ARNG National EO Director for final selection.

a. Upon National committee decision, the award winners will be identified to the Chief, National Guard Bureau.

b. The Chief, National Guard Bureau through an all states letter will notify the Army directorates of their winner(s).

c. The winner of the year will receive at a minimum, a plaque/trophy and a letter of congratulations.

d. The date and place of the ceremony will be announced after the selection process has been completed.

8. Point of contact is MAJ Christopher L. Perron Jr., Deputy J-1 Army, at DSN 627-0653 or 609-562-0653.

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